

AO 440 (Rev. 06/12) Summons in a Civil Action

**UNITED STATES DISTRICT COURT**

for the

District of New Hampshire



Laurie Ortolano

\_\_\_\_\_  
*Plaintiff(s)*

v.

City of Nashua, New Hampshire, *et al.*\_\_\_\_\_  
*Defendant(s)*

Civil Action No. 1:22-cv-00326 LM

**SUMMONS IN A CIVIL ACTION**

To: *(Defendant's name and address)* City of Nashua, New Hampshire  
 c/o James Donchess, Mayor of the City of Nashua  
 Nashua City Hall  
 229 Main St.  
 Nashua, NH 03060

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

Kurt S. Olson  
 Olson & Olson, P.A.  
 31 Franklin Rd.  
 Salisbury, NH 03268

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

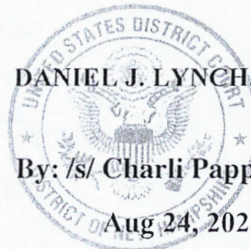
CLERK OF COURT

Date: 8/24/2022

**DANIEL J. LYNCH**, ClerkBy: */s/ Charli Pappas*, Deputy Clerk

with ECF Notice attached.

Aug 24, 2022





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Civil Action No. 1:22-cv-00326

**PROOF OF SERVICE***(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))*

This summons for *(name of individual and title, if any)* \_\_\_\_\_  
 was received by me on *(date)* \_\_\_\_\_.

☐ I personally served the summons on the individual at *(place)* \_\_\_\_\_  
 on *(date)* \_\_\_\_\_; or

☐ I left the summons at the individual's residence or usual place of abode with *(name)* \_\_\_\_\_  
 \_\_\_\_\_, a person of suitable age and discretion who resides there,  
 on *(date)* \_\_\_\_\_, and mailed a copy to the individual's last known address; or

☐ I served the summons on *(name of individual)* \_\_\_\_\_, who is  
 designated by law to accept service of process on behalf of *(name of organization)* \_\_\_\_\_  
 on *(date)* \_\_\_\_\_; or

☐ I returned the summons unexecuted because \_\_\_\_\_; or

☐ Other *(specify)*:

My fees are \$ \_\_\_\_\_ for travel and \$ \_\_\_\_\_ for services, for a total of \$ \_\_\_\_\_ 0.00.

I declare under penalty of perjury that this information is true.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Server's signature*

\_\_\_\_\_  
*Printed name and title*

\_\_\_\_\_  
*Server's address*

Additional information regarding attempted service, etc:



**U.S. DISTRICT COURT  
DISTRICT OF NEW HAMPSHIRE**

**IMPORTANT NOTICE**

**ATTORNEYS REQUIRED TO FILE ELECTRONICALLY**

Unless specifically exempted, all documents submitted by members of the bar of this district, as well by attorneys admitted pro hac vice, shall be filed in accordance with the district's Administrative Procedures for Electronic Case Filing ("ECF"). For attorneys, that means that while some limited documents will still be filed in paper format, the vast majority of all future pleadings must be submitted electronically using the court's Electronic Case Filing (ECF) system (including cases involving pro se parties). Pro se litigants, however, are not required to file electronically and may continue to file documents in paper format.

The District of New Hampshire is a NextGen CM/ECF court, which means attorneys use their individual PACER accounts to file documents in this district. Section 6.1 of the Administrative Procedures for ECF requires that attorneys appearing in an ECF case must request access to the court's ECF system through PACER. However, attorneys who filed in this district prior to November 12, 2019 must instead link their individual PACER account with their legacy ECF account.

For more information on NextGen CM/ECF visit the court's website.

**NOTICE TO PLAINTIFF: You are instructed to serve a copy of this notice on all parties in this case along with the complaint.**

DANIEL J. LYNCH  
Clerk

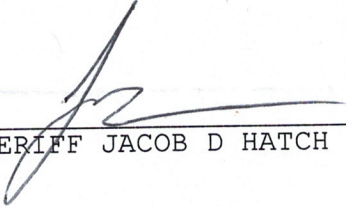
RETURN OF SERVICE

SHERIFF WRIT 22-6428-CP  
UNITED STATES DISTRICT COURT

LAURIE ORTOLANO V. CITY OF NASHUA

09/06/2022

I SUMMONED THE WITHIN NAMED CITY OF NASHUA  
BY GIVING IN HAND TO JAMES DONCHESS, MAYOR FOR THE WITHIN NAMED, BEING AT  
229 MAIN ST NASHUA, NH, AN ATTESTED COPY OF THIS SUMMONS AT 10:45am.



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DEPUTY SHERIFF JACOB D HATCH